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# Department of Finance



# Mission Statement

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*Maintain the fiscal integrity of the City organization through financial services, timely information and analysis, innovation, financial management and appropriate fiscal controls.*



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# Finance Department Organizational Overview

Operating Budget:  
\$123,908,773\*

Full Time/Part Time Staff:  
73

*(\*Does not include Debt Service Fund, Self-Supporting Municipal Improvement District Fund or Tax Increment Financing Funds)*



# Finance Benchmarks

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- City asset value: \$2.1 billion
- Annual Operating Budget: \$495 million
- 10-Year CIP: \$2.4 billion
- Outstanding Debt: \$844 million
- Pension Trust Funds: \$744 million
- Investment Portfolio: \$239 million
- Grants: \$79 million

# Finance Department Organization



**DIRECTOR**



**BUDGET**

**TREASURY  
SERVICES**

**FINANCIAL  
SERVICES**



**TREASURER**



**DEBT  
MANAGEMENT**



**ASSISTANT  
DIRECTOR**



**RISK  
MANAGEMENT**



**PENSION**



**CASH  
MANAGEMENT**



**ACCOUNTING**



**PURCHASING**



# Finance Pending Issues

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- Balancing the operating budget
- Funding the Capital Improvement Program
- Minimize cost increases for health insurance
- Stabilize employer pension contribution rates
- Identify & implement technology efficiencies
- Absorb workload increases from larger volumes of transactions, greater numbers of agency audits, more frequent changes in accounting and reporting requirements, higher expectations for transparency, and more sophisticated management methods



# Budget and Research

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- Staff
  - > Budget Officer (Mark Manning)
  - > 8 additional staff (2 vacant)
- Major Work Products
  - > Proposed/Adopted Budgets (Financial Plan)
  - > Capital Improvement Program
  - > Research support and budget administration
  - > Management Analysis
- Issues
  - > Re-balancing the Budget and CIP
  - > Developing fiscal notes on policy issues



# Treasury

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- Staff
  - > City Treasurer (Shawn Henning)
  - > 18 additional staff
- Major Work Products
  - > 942,000 utility bills processed
  - > 136,000 checks/ach/direct deposits
  - > 55,000 licenses issued
  - > \$275 million investment portfolio
- Issues
  - > Back office processing of customer payments in Express Office

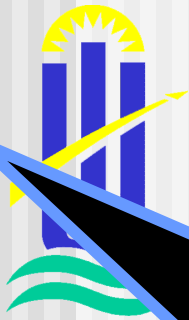




# Pension Management

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- Staff
  - > Pension Manager (Barbara Davis)
  - > 5 additional staff
- Major Work Products
  - > Board support (P&F, WER, JIC & Deferred Comp)
  - > Annual Pension CAFR
  - > Actuary/Money Mgr/Financial Advisor/Custodial Bank coordination
- Issues
  - > Stabilization of employer contribution rates



# Pension Management

- State
  - > Pension

Pension systems actuarial status ...

- Currently 2,251 retirees
- Wichita Employees' Retirement: 101.1%
- Police & Fire Retirement: 95.1%  
(asset-liability funding ratio)

- > Annual

- > Actuarial value of the pension plan/financial assets for/  
Custodial Balance according to

- Issues

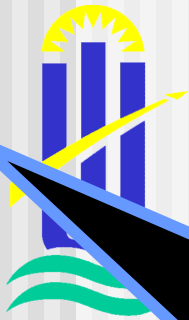
- > Stabilization of employer contribution rates



# Debt Management

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- Staff
  - > Debt Manager (Cathy Gilley)
  - > 5 additional staff
- Major Work Products
  - > Semi-annual GO bond sales
  - > Other bond sales
  - > Special assessment certifications
- Issues
  - > Debt refinancing prospects
  - > Term of SA financing (15 vs. 20 years)



# Debt Management

## ■ State

> Debt

City debt picture ...

- \$844 million total debt
- \$581 million below legal debt margin
- 50,000 lots have special assessments
- SA Prepay helped 4,000 owners

## ■ City

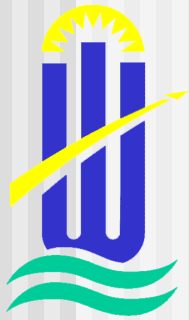
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## ■ Issues

> Debt refinancing proposals

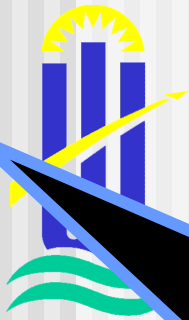
> Term of SA financing (15 vs. 20 years)



# Purchasing

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- Staff
  - > Purchasing Manager (Melinda Walker)
  - > 10 additional staff
- Major Work Products
  - > 34,317 purchasing transactions
  - > \$238 million in vendor transactions
  - > 412 p-cards (\$7.4 million/30,300 transactions)
- Issues
  - > Complete integration of purchasing system upgrades (Performance, V-Gov, purchasing cards)
  - > Three surplus equipment auctions (net \$947,200)



# Purchasing

## ■ Steps

> Purchasing

V-Gov, vendors on-line can ...

- Maintain own company profile;
- Submit/view bids electronically;
- Track invoices and payments; and
- Arrange for direct deposit payments.

> 412 p-

actions)

## ■ Issues

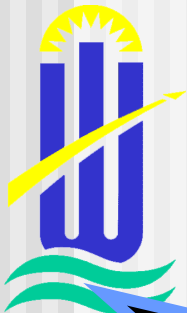
> Complete integration of purchasing system upgrades (Performance, V-Gov, purchasing cards)

> **Three surplus equipment auctions** (net \$947,200)



# Risk Management/Safety

- Staff
  - > Risk Manager (Tom Smith)
  - > 4 additional staff
- Major Work Products
  - > Annual insurance policies - all City properties
  - > Benefit programs for 7,800 participants
  - > Safety inspections, safety training and accident review for employees
- Issues
  - > Maintaining reasonable insurance & employee benefits coverage at affordable costs



# Risk Management & Safety

## ■ Summary

- \$648 million in property and liability coverage for 253 City buildings & more than 3,000 City vehicles.
- 10 employee benefit programs covering up to 7,800 persons per day.
- In 2008, Risk Management provided 5,345 hours of safety training to 3,707 employees (duplicated counts) primarily related to on-the-job training.

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## ■ Issues

- > Maintaining reasonable insurance & employee benefits coverage at affordable costs





# Accounting

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- Staff

- > Controller (Carol McMillan)
- > 11 additional staff (2 vacant)

- Major Work Products

- > CAFR & Qtrly Financial Reports
- > 103,731 invoices paid (22,860 utility / 33,511 HAP)
- > 35,168 vendor payments via check or ACH

- Issues

- > Managing GASB pronouncements (20 since 2002)
- > Support increasing no. of agency audits
- > Vendor file maintenance (red flag rules)
- > Stimulus reporting requirements ???



# Quality Control

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## Professional Standards:

- GFOA Award for Excellence  
Annual Financial Report (CAFR)
- GFOA Award for Distinguished Budget  
Presentation
- GFOA Award for Excellence  
Pension CAFR
- Treasurers Association Certification on  
Investment Program
- National Purchasing Institute Award



# Quality Control

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## Outside Review:

- External Audit (annual)
  - Allen, Gibbs & Houlik
- Bond Rating Agencies (each sale)
  - Moody's and Standard & Poor's
- Pooled Money Invest Board (annual)
- Special Group Reviews (periodic)
  - WABA
  - Sales Tax Oversight Committee



# Quality Control

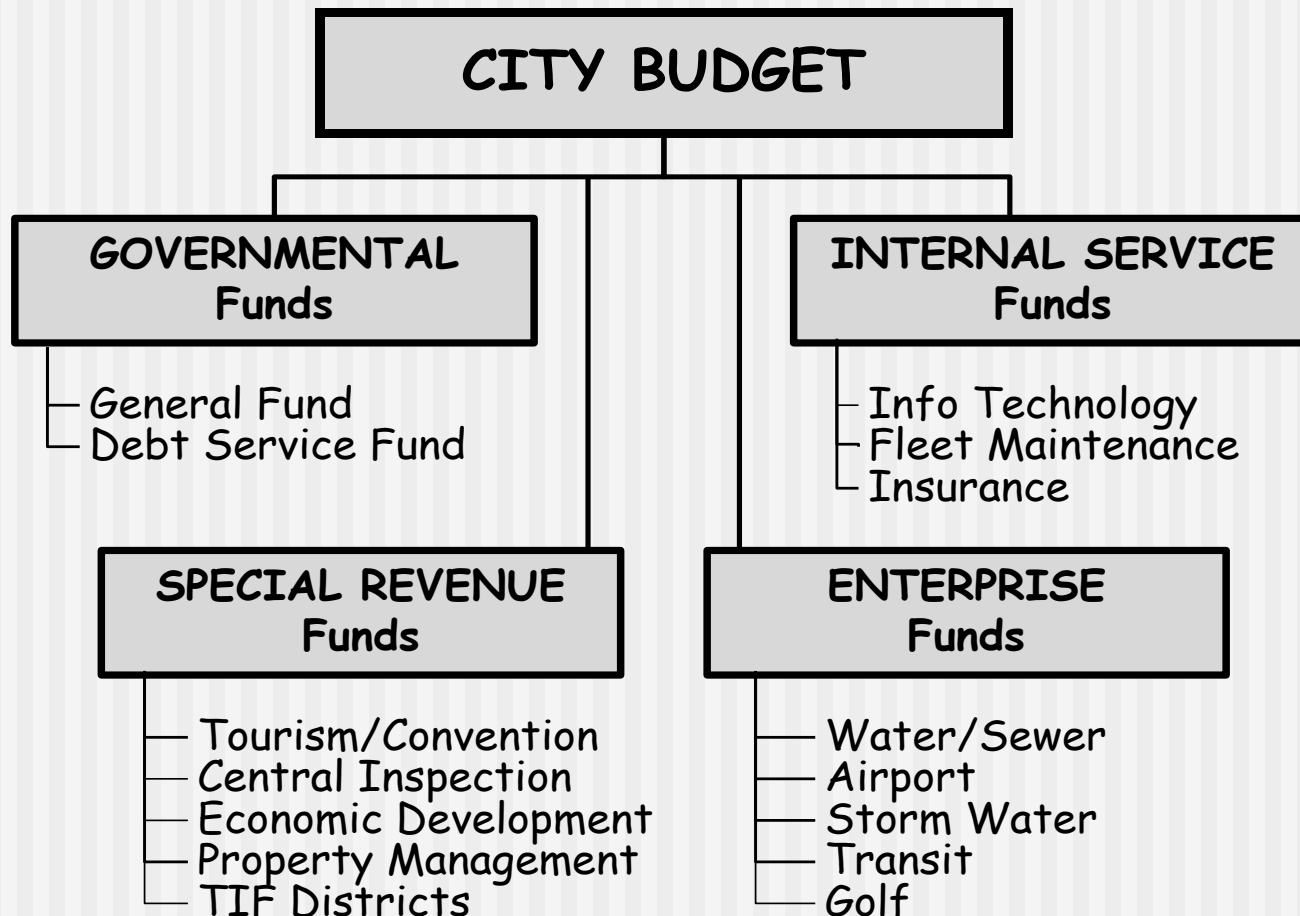
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## Peer Review:

- Budget Review Committee
- Capital Improvement Committee
- Health Insurance Advisory Committee
- Internal Auditor

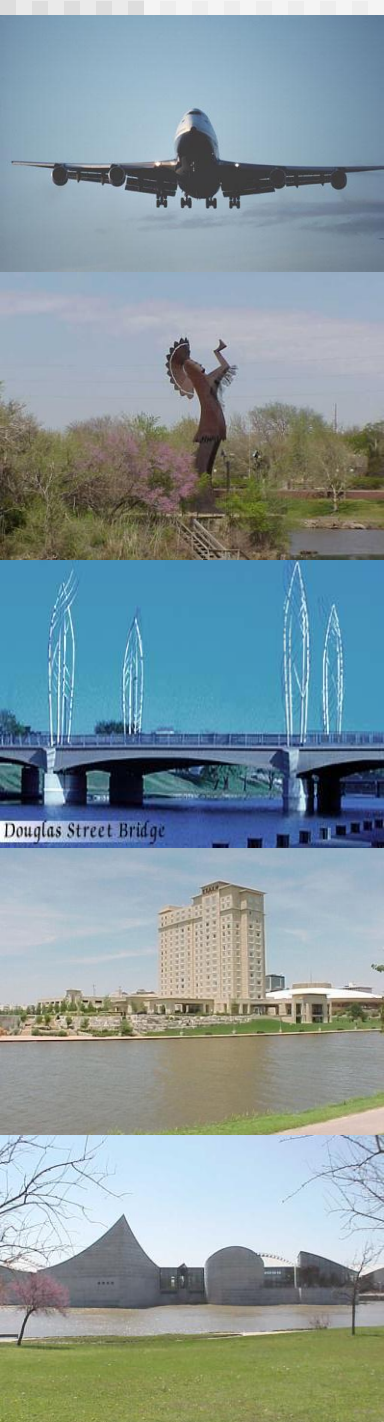
# Budget Fund Structure

(selected funds)



# Finance Documents

- 1) 2009 City Budget and revisions
- 2) 2007-2016 Capital Improvement Program
- 3) 2008 Comprehensive Annual Financial Report (in progress)
- 4) Proposed 2010-2011 Budget (in progress)
- 5) Proposed 2010-2019 CIP (in progress)
- 6) 2008 Pension CAFR
- 7) Quarterly Financial Reports



[www.wichita.gov](http://www.wichita.gov)

**City Budget**

**Comprehensive Annual Finance Report (CAFR)**

**Capital Improvement Program**

**Quarterly Financial Reports**

**V-Gov**

**Numerous reports/forms**

Your Official Online Access to the City of Wichita - Microsoft Internet Explorer

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**WICHITA**

1992, 1993, 1999

**BUSINESS** | **COMMUNITY** | **CONTACT US** | **SITE MAP**

**Homeland Security Advisory System**

There are five (5) threat conditions, each identified by a description and corresponding color:

- Low
- Guarded
- Elevated
- High
- Severe

Click [here](#) to find out today's threat condition.

**ELEVATED**

**e-Services**

- [Air Quality](#)
- [City Employment](#)
- [City Code](#)
- [City Forms](#)
- [Feedback Form](#)
- [GIS Mapping](#)
- [GIS Zoning](#)
- [Web Services](#)
- [Court Services](#)
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- [...and more](#)

**e-Business**

- [E-Procurement](#)

**What's the Buzz?**

Get a ticket?  
[Figure out your fine here!](#)

**Ditch the Drive.**  
Wichita Mid-Continent Airport.

[Gilbert & Mosley Project](#)

**Scenes Around Wichita**

**Hot Topics Around Wichita**

**NEW!** Citizens Urged to Remain Clear of Central Riverside Park Construction

All of Central Riverside Park located east of Ninth Street is closed for construction. The park is closed for construction work. The park includes the playground, the playground equipment area, and the rocky slope and the vast open areas normally used for picnics and recreation. Park Villa is also closed due to construction work in the surrounding area, and additional work will be happening in Oak Park a little later. All work will be completed by late fall. [Read more](#)

Done

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